

# Minutes

Talbot County Board of Elections  
215 Bay Street  
Easton, MD 21601  
*February 15, 2023*

## Attendance

### **Board Members Present**

Joseph Secrist, President	(R)
Walter Black	(D)
Richard Bulman	(R)
Wadella Thomas	(R)
Susan MacKinnon	(D)

### **Staff**

Tamara Stafford, Talbot County Election Director

### **Board Attorney**

Lyndsey Ryan

### **Public**

Terrence Bernard

The monthly meeting of the Talbot County Board of Elections was held February 15, 2023 in Conference Room # One at the Board office indicated above. Mr. Secrist called the meeting to order at 9:30 AM and noted that a quorum was present.

## **Approval of Minutes**

Mr. Secrist asked if the Board had any corrections or additions to the minutes of the meeting of January 18, 2023, copies of which had been mailed to the Board Members in advance of the meeting. Mr. Bulman moved to approve of minutes as mailed. Mr. Black seconded the motion. The motion passed unanimously.

## **Addition/Changes to the Agenda**

Mr. Secrist asked for any additions or changes to the agenda as presented. Ms. Stafford asked that Review of the Manual Audit be added to the agenda under New Business. Mr. Black moved that the agenda be approved as presented with the addition of Review of the Manual Audit under New Business. Mr. Bulman seconded the motion. It passed unanimously.

## **Public Comments**

Mr. Bernard stated that he was attending as an interested member of the public and had no other specific comments to address to the Board.

## **Election Director's Report**

Ms. Stafford provided the Board with a written report on staff activities since the last monthly Board Meeting. A copy of her report is attached to these minutes. She added the following to her written report:

- At least 60 bills have been filed in the legislature that could affect elections.
- After consulting with Ms. Ryan, there is no need to execute a new Memorandum of Understanding with the Board of Education for use of the schools for election polling.

Mr. Black praised Ms. Stafford for her presentation to the County Council regarding her new position and our need for space. Other Board Members added their congratulations as well.

## **Board Attorney's Report**

Ms. Ryan confirmed the information she provided to Ms. Stafford that no new Memorandum of Understand is required with the Board of Education. Ms. Ryan spoke with the Board of Education attorney and he is in agreement on this matter.

She summarized several of the pending bills in the legislature that could affect the Board and offered to provide updates on these pending bills.

## **Old Business**

- A. Budget FY 2023 - Ms. Stafford provided reports on expenditures recorded through January. Ms. Stafford responded to questions from Board Members.
- B. Review of Invoices - Ms. Stafford provided copies of invoices received since the last Board Meeting. There were no questions from Board Members.
- C. County Bulletins - Copies of County Bulletins for January 20 and February 3, 2023 were previously provided to Board Members. Ms. Stafford responded to questions from Board Members.
- D. FY2024 Budget – Ms. Stafford previously provided copies of her proposed budget for FY2023-2024. She reported that she has submitted her proposal to the county. In response to questions from Board Members regarding Board approval of the budget prior to submission to the County Council, she advised that, after consulting with Ms. Nikki Charlson, Deputy Administrator of the State

Board of Elections, the Election Director is not required to submit proposed budgets to the local Board of Elections for approval. Discussion ensued among Board Members, Ms. Stafford and Ms. Ryan concerning the responsibility of the Board to approve budget requests to the County Council, as well as the duty of the Election Director to present budget expenditure reports and invoices to the Board for information.

- E. Tilghman Fire House Repair – Ms. Stafford is still awaiting information from the Tilghman Fire Department regarding the cost of the repairs.
- F. Facility for Election Office – Ms. Stafford reported on her meeting with County Manager Clay Stamp and his staff regarding space plans for the Election Board, as well as other county space needs. Board of Election space currently located in the former Black and Decker building on Glebe Road will not be available to us after December 2023. The county is looking for temporary space for our operations on Glebe Road until space for the consolidated Election Board operation can be identified. It was the Board's hope to have our consolidate operations located in the former Cadmus building. The renovations of this building will not be completed this year.

### **New Business**

- A. Review of the Manual Audit – Ms. Stafford provided a tabulated report on the Manual Audit worksheet and explained the process for conducting the audit. There were no discrepancies between the automated vote counts and the manual counts.

### **Confirmation of next meeting**

Mr. Secrist noted that the next regular monthly meeting will be Wednesday, March 15, 2023 at 9:30 AM.

### **Adjournment**

Mr. Black moved adjournment of the meeting. Ms. Thomas seconded the motion. It passed unanimously. The meeting adjourned at 10:18 AM.

Attested,

  
Joseph H. Secrist, Jr., President

Respectfully submitted,

  
Richard B. Bulman, Secretary